CONCORDIA UNIVERSITY

Council of the Faculty of Engineering and Computer Science

Minutes of Meeting 02-08

held

Friday, November 22, 2002, 10:00 a.m., H-769

Present:	N. Esmail (Chair)	J.E. Jans	A.S. Ramamurthy
	M.O. Ahmad	F. Khendek	N. Shiri-Varnaamkhaasti
	R. Bhat	M. Kokinos	M.R. Soleymani
	T.D. Bui	W.E. Lynch	A. Talat
	M.Y. Chen	M.K. Mehmet Ali	G. Vatistas
	J. Daigle	O. Moselhi	R. Zmeureanu
	R. DiCesare	C. Paradisis	S. de Souza
	C. Dickie-Clark	M.D. Pugh	(Recording Secretary)
	R. Ganesan	L. Quesnel	
	L. Harris	T. Radhakrishnan	

Observers:	N. Benjamin	L. Zack	

Regrets:	T. Fancott	A.M. Hanna	K. Khorasani
	L. Narayanan	J. Opatrny	O.A. Pekau

Guest:	J. Labrosse

1. Adoption of Agenda

Motion 02-08-01

That the revised agenda be adopted (M. Pugh, A. Talat)

Vote: Carried unanimously

2. Adoption of Minutes

Motion 02-08-02

That the Minutes of Meeting 02-07 (October 18, 2002) be adopted (M. Pugh, M. Chen)

Vote: Carried unanimously

3. Chair's Remarks

Accreditation
The Chair reported that the Accreditation Team visited the Faculty two weeks ago. Accreditation was being sought for 6 engineering programs. The Visiting Team consisted of 12 members: 1 observer from Japan, 1 program visitor for each

program seeking accreditation, 1 Chair of the Visiting Team, 2 Vice-Chairs and 2 representatives from OIQ and industry. A state-of-the-art display comprising sample assignments, exams, textbooks, course descriptions, capstone design projects was held in Room ER 307-4. On November 3, the Team examined the display in Room ER 307-4. On November 4 and 5, the Visitors toured the Faculty, labs and classrooms. They inspected health and safety procedures. They met with the Senior Administrators of the University, Human Resources and other University officers. It appears that the Canadian Council of Professional Engineers (CCPE) and the Canadian Engineering Accreditation Board (CEAB) mean business with respect to Engineering education in Canada.

At the exit interview, the first impression of the team was verbally conveyed. By and large there were excellent comments for all the programs. However, some minor critical points for all the programs were made, though of no major significance. The result of the Accreditation Visit was positive for the Faculty. It was conveyed by the Accreditation Team that 57% of the professors teaching engineering science and engineering design courses are not registered as professional engineers. The Chair explained that this is because 52% of the faculty members have been hired in the last three years and come from overseas. It takes time to register as a professional engineer in Canada. The Chair noted that the registered professional engineers and those who have applied for registration constitute 100% of the Faculty. The Chair announced that there will be a grace period and within a few years from now, any professor who is not registered as a professional engineer will not be allowed to teach engineering science or engineering design courses. We have lots of Technical Writing courses and non-engineering science/design courses which will not violate our obligation to the engineering profession. However, there are two considerations, namely the Collective Agreement with CUFA and our obligation to CEAB.

Research Chairs
This far, we have not appointed a single Canada Research Chair. At the start of the program, the Faculty was given 8 Canada Research Chairs. One year later, the count has dropped to 6. New faculty members with NSERC and other grants add to the power of the research portfolio of the Faculty. We were not as active as other Faculties in hiring new faculty members and therefore, our share dropped to 6. The Chair hoped that the number will increase to 8.

The Concordia Research Chairs have increased from 21 to 25. With our NSERC allotment, the total has risen to 12. 3 others have been given by Ottawa without designation.

The Chair announced that a planning session will take place in two weeks. A strong commitment will be placed on hiring 2 or 3 Canada Research Chairs before the end of the academic year.

CFI
The CFI situation has become critical for the Faculty. There are 2 main programs:
(i)   New Opportunities - the Chair hoped every new faculty member will take advantage of this infrastructure grant.

(ii)   The large CFI grant – In 1998, we got 6 CFI grants. There are currently two competitions left. The deadline for the letter of intent is December 15. $450 million is available. Two years from now, the competition will offer $200 million only. Faculty members were encouraged to take advantage of these opportunities.

Student Enrolment

The Chair said that the fall student enrolment has been cleared. We have a record number of PhD students (250). In 1991, we had 205 students. The number then dropped to about 140. However, last year we had 197 students. This year, 53 PhD students have been added. The Chair felt that a large number of Masters students will enter the PhD program which will impact on the research in the Faculty.

Undergraduate enrolment has stayed steady. Last year the headcount was 3770; this year it is 3795. Winter enrolment is not yet complete. So we will be close to 4000. In the Masters program, we have about 650 students. Last year, we had 590 students.

The program to support research thesis will continue. The numbers in the Dean's radar are 390 (PhD) and 154 (Masters) at a cost of $2.8 million. There will be some changes to the rules - these will be discussed shortly. Dr. Vatistas interjected that the purpose is to offer the graduate students at the least a minimum financial level.

The Chair explained that the Faculty will take over admissions from the Office of the Registrar for fall 2003. The process will begin in mid January. All Faculties in the University are assuming this part of the operation. Concordia has begun the automated system whereby all applications will be scanned and electronically entered into the system. Receiving and scanning will be done by the Registrar's Office. Adjudication Officers will be located in the Student Affairs Office of each Faculty. The resources for this function have been shifted to the Faculties. Our Faculty plans to hire 2 individuals to handle this task. There could also be seasonal appointments. However, this area will not be open to undergraduate students because of the access to the SIS system.

Lab Equipment

The Department Chairs were asked to complete the drive to equip labs with state-of-the-art equipment. The Chair remarked that the Accreditation team took note of our lab equipment.

New Building

Construction is on schedule. Flooring in the labs and corridors will be of glazed concrete. The offices will be carpeted wall to wall.

Question Period

To a question if the building was on schedule, the Chair responded that the occupancy date is either September 2004 or January 2005.

Another question centred on the tunnel connecting the new building to the Library building. The Chair answered that the tunnel figures in the plan. However, the tunnel exit will be where the bookstore is presently located. Another criterion is the cost. It was indicated that there will be no parking facilities in the new building.

4. **Graduate Curriculum Changes (ECFC Doc 2002-08-01)**

Motion 02-08-03

That Document ECFC Doc 2002-08-01 be approved.
(G. Vatistas, M.O. Ahmad)

It was explained that the changes were editorial and intended to streamline corrections to the existing curriculum. These included

i)   application deadlines for admission
ii)   change of title, description and prerequisite of ELEC 7101- Principles of Digital Data Transmission
iii)   change in credit value from 4 credits to 3 credits of the following courses:
   - COMP 5121 – FORTRAN for Engineers and Scientists
   - COMP 5611 – Elementary Numerical Methods
   - COMP 6421 – Compiler Design
   - COMP 6511 – Database Design
iv)   editorial changes for the following courses:
   - COMP 690-Topics in Computer Science I should read COMP 691
   - COMP 790-Topics in Computer Science II should read COMP 791
v)   introduction of a new course COMP 5481 – Programming and Problem Solving
vi)   change in admission requirements

It was observed that for ELEC 7101, the program within which the course is now listed and to be listed should be identified on Calendar Update Form A.

The Chair remarked that editorial changes need not be brought before Faculty Council for approval and should be dealt with by ECGSC.

Vote: Carried unanimously

5. **Graduate Slot Courses (ECFC Doc. 2002-08-02)**

Motion 02-08-04

That Document ECFC Doc 2002-08-02 be approved
(G. Vatistas, W. Lynch)

The slot courses involved are :
- COMP 691_ – Foundations of the Semantic Web
- ELEC 691_ - Optical Devices for High-Speed Communications
- MECH 691 – Topics in Mechanical Engineering I : Virtual Systems Engineering

The above courses will be offered in Winter 2003. It was pointed out that ELEC 691_ will be listed as ELEC 6261 when it is entered into the Calendar.

A discussion ensued whether Faculty Council should approve slot courses. It was generally agreed that slot courses be dealt with at the Department level.

Vote: Carried unanimously

6. **Undergraduate Slot Course (ECFC Doc. 2002-08-03)**

Dr. Vatistas explained that the proposed undergraduate course, ELEC 498 – Fibre-optic Communication Systems was triggered by the cross-listed graduate course, ELEC 691_ .

Motion **That Document ECFC Doc 2002-08-03 be approved**
02-08-05 (G. Vatistas, M.O. Ahmad)

The rationale for offering a course in the area of optical communication was explained.

Vote: Carried unanimously

7. **Advisory Search Committee – MIE Chair**

Motion **That Dr. R. Dssouli be the Faculty representative on the above Committee**
02-08-06 (G. Vatistas, M.O. Ahmad)

Vote: Carried unanimously

8. **Other Business**

The Chair remarked that for the Accreditation of the SOEN program, a missing Science course was hurriedly introduced for the Accreditation visit and subsequently withdrawn. The Visiting Team said that the requirement is not important. 225 AUs were required for Basic Science and 225 AUs were required for Math. However, this requirement has been reduced and will be reflected through a change in many a program's curriculum content. Also, Computer Science is classified as Engineering Science.

9 **Adjournment**

The meeting was adjourned at 11:20.a.m.

/sd